

MINUTES
Dover Utilities Commission
Public Works Facility Conference Room – 271 Mast Road
Monday, June 19, 2006 @ 4:15 p.m.

Members Present: Roland Hofemann, Arthur Hoffman, Donald Andolina, Jay Stephens, Dan Ayer, Patrick Bowen, Gary Green

Members Absent: Roland Belhumeur

Staff Present: Jamie McCulloch, DUC Secretary, Bill Boulanger, Utilities System Supervisor, Sharon Lucey, Water Meter Backflow Coordinator

1. APPROVAL OF MINUTES

A. June 7, 2006

Motion: Hoffman made the motion to approve the minutes. Andolina seconded the motion. **Corrections:** Page 2, Hoffman's statement of "Hoffman stated that the concern he had was if a multi unit complex comes in and says they didn't know about the investment fees" should have been typed before the motion was made, not after. Page 2, second sentence it should read "send" not "sent". **Vote:** 6-1 Green abstained.

2. ABATEMENTS

None.

3. REPORTS

A. Utilities Report

None.

B. Abatement Review Team

None of the applicant's have chosen to appeal to the DUC as of yet.

4. OLD BUSINESS

None.

5. NEW BUSINESS

A. Discussion with board regarding administrative procedures.

Stephens stated that he had a few comments on the June special meeting. He stated that he felt that a precedent was being set with the motion that was made for 10 Spring Street adding that he felt the decision could create future problems. He wanted the board to be cautious how they look at these issues and to be cognoscente. Andolina spoke to the affirmative votes at the June special meeting. He stated that the votes were in fact affirmative because the owner was not informed and had no knowledge of the fees. He spoke to the fact that the fees should be paid prior to any hookups being completed. He also spoke to the wording that is going to be added to the paperwork in the Building Inspection Office that is handed out to applicants when they pick up a building permit application for new homes or additional units.

Andolina also stated that it was discussed having the fees published in the newsletter. He added that the board did not vote for the payment plan option with regards to 10 Spring Street as the fees had already been paid. He stated that it was not just a casual situation where they felt a lot of empathy. Stephens stated that he wanted to be sure that everyone was looking at these situations in the same way. Andolina stated that the School Impact Fee was waived for 10 Spring Street also.

There was a discussion regarding the different options of informing residents of the various fees associated with new homes and additional units. Green stated that he agreed with the many solutions to insure proper notice of the required fees, but was also concerned about a precedent being set. He also noted that he thought that when a contractor applied for a permit on behalf of an applicant that he was acting as an agent and therefore the Commission could view this as a proper notice in any future appeals.

Stephens stated that the board needs a legal opinion as to the Hopkins letter for reconsideration. He stated that the board relies on the meter.

There was some discussion.

Stephens questioned whether or not Dover gave Somersworth water for free during the flood situation. Boulanger explained that Somersworth did not receive the water free; adding that a meter was used to measure how much water was given to them. Boulanger stated that Dover is a member of the Mutual Aid Program and that he has attended meetings on a possible interconnection of water mains between Cities for these types of disasters. It was mentioned that Dean Peschel, Environmental Programs Manager would be coming before the board to do a presentation on the possible interconnection.

B. Elections: Chairman and Vice Chairman

Motion: Ayer made the motion to elect Jay Stephens as Chairman and Art Hoffman as Vice Chairman. Seconded by Bowen. Vote 7-0.

6. ADJOURNMENT

Motion: Hofemann made the motion to adjourn at 5:30 PM. Seconded by Hoffman. Vote U/A.

Respectfully submitted, *Jamie McCulloch*, Dover Utilities Commission